

# REQUEST FOR PROPOSAL

## Addendum # 1



Department Of Executive Services  
Finance and Business Operations Division  
**Procurement and Contract Services Section**  
206-684-1681 TTY RELAY: 711

**DATE ISSUED: September 10, 2004**

RFP Title: **Seasonal Campaign – Northwest Natural Yard Days Marketing**

Requesting Dept./ Div.: **Dept. of Natural Resources & Parks – Solid Waste Division**

RFP Number: **149-04CMB**

Due Date: **September 21, 2004 - 2:00 P.M.**

Buyer: Cathy M. Betts, [cathy.betts@metrokc.gov](mailto:cathy.betts@metrokc.gov) (206) 263-4267

This addendum is issued to revised the original Request for Proposal, dated August 26, 3004 as follows:

1. The proposal opening date remains the same: Tuesday, September 21, 2004 no later than 2:00 p.m. exactly.
2. The sign in sheet from the September 9, 2004 pre-proposal conference is available by contacting Cathy Betts at [cathy.betts@metrokc.gov](mailto:cathy.betts@metrokc.gov). Please include your FAX number,

### **The following information items were discussed at the pre-proposal conference:**

1. Section II, Part 7, Second Paragraph, 1, changed to read: Countywide outreach and regional coordination.
2. Section II, Part 4, 6th line. Delete: Annual increases shall not exceed 4%.

**(continued on page 2)**

**TO BE ELIGIBLE FOR AWARD OF A CONTRACT, THIS ADDEMDUM MUST BE SIGNED AND SUBMITTED TO KING COUNTY**

**Sealed proposals will only be received by:**

**King County Procurement Services Section, Exchange Building, 8<sup>th</sup> floor, 821 Second Avenue, Seattle, WA 98104-1598. Office hours: 8:00 a.m. - 5:00 p.m., Monday – Friday**

Company Name

Address		City / State / Postal Code
Signature	Authorized Representative/Title	
Email	Phone	Fax

This Request for Proposal – Addendum will be provided in alternative formats such as Braille, large print, audiocassette or computer disk for individuals with disabilities upon request.

**The following information is provided in response to questions received:**

Q1: I understand we are to coordinate with King County Public Relations and Graphic design staff - do they have published hourly rates so that I can get a better estimate for the overall budget?

A1: *When we use King County graphics and printing, the charges are made to a different cost center. In other words, you would charge for your time with the graphics team, but the graphics staff is paid from another source. In terms of printing, King County Print Shop does the printing and we would discuss quantity needed as part of the project and determine if we (the county) could cover that much. We did not use up our printing budget this year. On the other hand, the consultant for **this** contract did do some printing that our print shop did not do, and that was paid from the contract or from other regional sources. I'm sorry to be this vague, but it is something we work out as we go along. Public Relations is a service to county and I don't pay for their hours.*

Q2: Is it possible to get a copy of the winning proposal from the current vendor you are using?

A2: *Yes, these are public documents. We would need to charge you 15 cents per page. If you would like a copy, please notify Cathy Betts as soon as possible. She cannot release the documents until you have paid for them.*